

ICT INTEGRATION

Course	Term 1	Term 2	Term 3	Term 4
ICT Leadership for Education Managers (LEM)	29 - 31 Jan			
Smart Classroom Training	2 - 3, 16 - 17 Feb, 2 - 3, 16 - 17 Mar	4 - 5, 18 - 19 May	3 - 4, 17 - 18 Aug	31 Aug - 1 Sept, 14 - 15 Sept
ICT Strategic Management	23 - 24 Feb, 5 - 6 Apr	4 - 5 May	9 - 10 Jul	
ICT Integration Maths (GET & FET) for SA's / SCP's	26 - 28 Feb			
ICT Integration Languages (InterSen & FET) for SA's/ SCP's	5 - 7 Mar			
ICT Integration Foundation Phase for SA's / SCP's	15 - 17 Jan			
Train the Trainer	2 - 3, 23 - 24 Mar			
ICT Integration (Generic) for SA's and SCP's				
ICT Integration Foundation Phase		3 - 4, 20 - 21 Apr		
ICT Integration Intersen (Languages)		5 - 6 Apr, 4 - 5 May		
ICT Integration Intersen (Maths)		25 - 26 Jun	27 - 28 Jul	
ICT Integration FET (Languages)		27 - 28 Jun	3 - 4 Aug	
ICT Integration FET (Maths)			2 - 3 Jul, 17 - 18 Aug	
ICT Seminar (Principals)		14 Apr		
ICT Workshop (Principals)		26 May, 9 Jun		

PROGRAMME DELIVERY COURSES

Course	Term 1	Term 2	Term 3	Term 4
Grade R Languages	8 - 12 Jan	25 - 29 Jun		
Foundation Phase Mathematics	12 - 23 Feb	7 - 18 May	13 - 24 Aug	
Foundation Phase English FAL	26 Feb - 9 Mar			
Foundation Phase Afrikaans HL		14 - 25 May		
Foundation Phase IsiXhosa HL			27 Aug - 7 Sept	
Foundation Phase Life Skills		21 May - 1 Jun		
Intermediate Phase Mathematics	12 - 23 Feb	21 May - 1 Jun		
Intermediate Phase English FAL	26 Feb - 9 Mar		13 - 24 Aug	
Intermediate Phase IsiXhosa HL		7 - 18 May	27 Aug - 7 Sept	
Intermediate Phase Natural Sciences and Technology		14 - 25 May		
Addressing Barrires in learning FP Mathematics	12 - 23 Feb	21 May - 1 Jun	27 Aug - 7 Sept	
Addressing Barriers in learning IP Mathematics	26 Feb - 9 Mar	14 - 25 May		
Addressing Barriers in learning FP Languages	5 - 16 Feb	7 - 18 May		
Addressing Barrires in learning IP Languages	19 Feb - 2 Mar		13 - 24 Aug	
FP Departmental Heads in Grade R curriculum	29 Jan - 9 Feb			
Writing Project		4 - 6 Apr, 25 - 29 Jun		

SCHOOL MANAGEMENT AND LEADERSHIP DEVELOPMENT COURSES

Course	Term 1	Term 2	Term 3	Term 4
Woolworths Leadership Seminar	10 Feb			
Roles and Responsibilities of Departmental Heads 100 School Project Group 1	19 Feb - 3 Mar			
Roles and Responsibilities of Departmental Heads 100 School Project Group 2			23 Jul - 3 Aug	
Roles and Responsibilities of Departmental Heads Level 1		7 - 18 May		
Roles and Responsibilities of Departmental Heads Level 2			9 - 13 Jul	
Roles and Responsibilities of Deputy Principals Level 1			23 Jul - 3 Aug	
Induction Programme for Newly Appointed Principals A	5 - 8 Mar			
Induction Programme for Newly Appointed Principals B		21 - 24 May		
Induction Programme for Newly Appointed Principals C			3 - 6 Sept	
Aspiring School Leaders		4 - 6 Apr		
Aspiring School Principals			2 - 4 Jul	
School Management Team 1 (A) George		3 - 5 Apr		
School Management Team 1 (B) George		25 - 28 Jun		
School Management Team 2 (A) CTLI			2 - 4 Jul	
School Management Team 2 (B) CTLI				1 - 4 Oct
Women In and Into Leadership and Management Positions			2 - 6 Jul	
Principal as Leader of the Curriculum		25 - 28 Jun		

Continuing Professional Teacher Development Seminars

CPTD MS Seminars (Post Level 1 Secondary School Teachers)		21 Apr		
CPTD MS Seminars (Post Level 1 Secondary School Teachers)			28 Jul	
CPTD MS Seminars (Post Level 1 Primary School Teachers)				13 Oct

National Teaching Awards Process

Activity	Term 1	Term 2	Term 3	Term 4
NTA Closing Date			27 Jul	
Cluster Adjudication			1 - 3 Aug, 6 - 8 Aug, 13 - 15 Aug	
Cluster Functions			20 -25 Aug	
NTA Provincial Adjudication			27 - 28 Aug, 6 - 7 Sept, 10 - 14 Sept, 17 - 19 Sept, 20 -21 Sept	
NTA Steering Committee Meeting	13 Mar	12 Jun	31 Aug	11 Oct
NTA Provincial Function				2 Nov
NTA Mentoring Workshop				9 - 10 Nov
NTA Reflection Workshop				20 Nov

CONFERENCES				
EDTECH Summit Africa			11 - 14 Jul	
# LITNUM in the 21st century				2 - 4 Oct
CELEBRATING TEACHERS				
	17 Feb	May		5 Oct

KOLI SE AANLYN AANTEKEN- EN REGISTRASIEPROSES

1. **Geregistreeerde gebruikers** kan op die “**Sign in**”-skakel op die tuisblad klik by www.wcedctli.co.za en inteken deur h gebruikersnaam of e-posadres en wagwoord te gebruik om vir hierdie kursusse aan te sluit.
2. **Nuwe gebruikers** kan soos volg registreer:
 - 2.1 Klik op die “**Register here**”-skakel wat u na die “Sign in”- of “Register here”-bladsy sal neem.
 - 2.2 Die volgende velde moet ingevul word:
 - Gebruikersnaam: skep u gebruikersnaam wat u elke keer sal gebruik om op die KOLI-webtuiste aan te teken.
 - Geldige/aktiewe e-posadres: voer u aktiewe en geldige e-posadres in. Indien u nie h aktiewe e-posadres het nie, moet u een skep voordat u verder kan gaan. h E-posadres is vir kommunikasiedoeleindes nodig.
 - Wagwoord: voer u wagwoord in of skep h wagwoord.
 - Bevestig u wagwoord.
 - Bevestig dat u h menslike besoeker is deur die korrekte vorm na die grys “drop area” aan die onderkant van die bladsy te trek. Dit is om rekenaargegenereerde snuffelarypogings te voorkom.
 - Klik op “**create a new account**”.
 - 2.3 Sodra u op “create a new account” geklik het, sal die volgende skerm verskyn: “**Let’s confirm your email address**”.
 - 2.4 Maak u e-pos oop en bevestig u e-posrekening deur die instruksies oor u KOLI-rekeningbesonderhede te volg. Klik die eerste skakel in die boodskap wat u na die “**Edit your profile**”-bladsy sal neem.
 - 2.5 Skep u volledige profiel deur u “**Personal and Work Information**” te voltooi.
 - 2.6 Klik dan op “**Submit**”. U persoonlike profiel sal dan op die stelsel bygewerk word.
 - 2.7 Sodra u die profiel geskep het, kan u al die kursusse wat by KOLI aangebied word, besigtig en dan by die kursus(se) wat u graag wil bywoon, aansluit.
 - 2.8 “**Submit**” dan u aansoek. Maak asseblief seker dat die aansoek korrek ingedien is. U sal h e-pos ontvang wat bevestig dat u aansoek ontvang is. Indien u nie hierdie bevestiging ontvang nie, beteken dit dat u aansoek nie suksesvol ingedien is nie.

3. U aansoek sal deur die distriksbeampies hersien en deur die distriksdirekteur goedgekeur of afgekeur word. 'n Finale besluit sal slegs deur die KOLI-programkoördineerder geneem word nadat die distrik dit afgeteken het.
4. U sal regdeur hierdie proses e-posse ontvang om u van die status van u aansoek in te lig. U kan ook aanlyn aanteken om die status van u aansoek op die geskiedenisblad te besigtig.
5. Alhoewel hierdie instruksies ingewikkeld mag voorkom, is die stelsel juis ontwerp om gebruikersvriendelik te wees met stapsgewyse instruksies. Indien u egter hulp benodig, kan u me Phelokazi Tutani skakel by tel. 021 900 5024 of e-pos phelokazi.tutani@westerncape.gov.za
6. Elke kursus op die stelsel sal 'n venstertydperk vir aansoeke aandui. U word dus aangeraai om slegs tydens die voorgeskrewe venstertydperk vir 'n spesifieke kursus aansoek te doen.